United States District Court

District of Minnesota

GENERAL ORDER REGARDING OFFICIAL COURT FILE

All Court generated documents and docket text orders filed on and after February 17, 2004, will be electronically filed with an electronic signature of a judge or clerk. All Court generated documents and docket text orders that are signed and filed electronically will have the same force and effect as if the judge or clerk had signed a paper copy of the document or docket text order and it had been entered on the docket in a conventional manner. An electronically signed document or docket text order shall include the signer's name preceded by a "s/" typed in the document or in the docket text order, or inserted in the document or docket text order as an imaged signature. Both judicial officers and court clerks may electronically sign documents and docket text orders.

All documents <u>not</u> generated by the Court that are to be filed as part of the official court record in any civil or criminal case in the District of Minnesota shall continue to be prepared, signed and filed in the conventional manner, (i.e., on paper), until the Court's Electronic Case Filing Procedures are fully implemented in May of 2004.

Between February 17, 2004, and the date when the Court's Electronic Case Filing Procedures are fully implemented, the official court record of all civil and criminal cases in the District of Minnesota will consist of two parts: (1) an electronic file containing court generated documents filed on or after February 17, 2004, and (2) a conventional paper file containing all other documents.

DATED: February / 0, 2004

Chief Judge James M. Rosenbaum